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March 8, 2008

Dear Business Owner:

Please join us for the seventeenth annual **CDI-W/Y/J RALEIGH and Capital Dressage Classic** on Friday, May 30<sup>th</sup> through Sunday, June 1<sup>st</sup>, at the Hunt Horse Complex on the North Carolina State Fairgrounds in Raleigh. As North Carolina's only international dressage competition, 'CDI RALEIGH' is designated as a "World Cup" qualifying event by the Federation Equestre Internationale (FEI).

For the tenth consecutive year, the event will benefit **The North Carolina Therapeutic Riding Center** and we again look forward to supporting this excellent organization. We are especially pleased to host the **USEF/Markel Young Horse Dressage Eastern Selection Trial for the 2008 FEI World Breeding Championships for Young Horses in Dressage**. The show is also a qualifying event for the **2008 USEF High Performance Grand Prix and Intermediaire I Dressage Championships**, the **2008 FEI World Cup**, the **2008 USEF Developing Dressage Programs (including the 2008 USEF National Junior, Young Rider, 'Brentina Cup', and National Developing Horse Dressage Championships)**, **2008 NAJYRC** and the **2008 Olympic Games Selection Trials**. For each of the past few years, we have had approximately 300 horses and 800 scheduled rides in five competition rings. **But last year was bigger than ever – with over 900 rides – almost 400 of which were at FEI levels!**

In addition to the competition, the show will have a great variety of offerings for the spectator:

- Evening Classes of Dressage Competition and Musical Freestyles
- Exhibitions and special activities
- Children's Festival - including Pony Rides
- The Grand Prix Club - Ringside. Cocktails and hors d'oeuvres (drawing people through Trade Fair area)

Vendors reserving before May 10th will receive a **free listing** in the **Official Show Program** with phone number and address. Also, vendors will be mentioned on the competition **website**, which is linked to numerous other equestrian sites, and has continued to deliver high visibility to our event! (Visit our website @ [www.cdi-raleigh.com](http://www.cdi-raleigh.com) for regular updates closer to the event.) **Please note: Inside and outside vendor spaces at the 2006 and 2007 shows were SOLD OUT in advance!** And already this year, we have received more requests for vendor information than ever before.

Approximately 10 days prior to the event, if your contract is returned **with full payment**, a confirmation letter will be sent via email. In addition, a copy of the Official Show Program, show passes and additional information will be waiting for you in the Show Office when you arrive at the event.

Security will be provided by the N.C. State Fairgrounds - the building will be locked and secured 1 hour after the last evening class, and the building patrolled from the outside. Please look over the enclosed maps, applications, etc., and call me if you have questions.

Due to the large number of requests for vendor space on the west side of the indoor coliseum, **priority for west side spaces is given to vendors who are also sponsors at or above the FEI Level Class sponsor level.** **Silent Auction donations valued at \$250 and above will also be credited towards vendor space priority.** The highest level of vendor priority will be given to sponsors at or above the Gold Medal level. Please indicate on the vendor contract if you are interested in sponsorship and at what level. **A sponsorship/advertising information sheet and contract is also attached which must be returned with vendor applications for "west side" indoor spaces.** CDI Raleigh vendors will also receive priority for the NCDCTA Labor of Love and NCDCTA Sport Horse Breeding Show held at this facility on August 30-September 1. Be sure to reserve your space for these shows well in advance!

Please note that this year's deadline **for returning vendors to reserve the location you had last year is April 15<sup>th</sup>**, so don't delay! Last year we had a waiting list for west-side coliseum spaces. Trade Fair spaces will NOT be reserved until the contract and fees are received by the show.

Thanks for your support,

Janine W. Malone, Show Manager  
CDI -W/Y/J RALEIGH and Capital Dressage Classic



**CDI-W/Y/J RALEIGH**  
**and**  
**CAPITAL DRESSAGE CLASSIC**  
**May 30 – June 1, 2008**  
**Application for Vendor Space & Contract**



Business Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Night Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Indicate Space Size: inside \_\_\_\_\_ outside \_\_\_\_\_

Describe item to be sold or the promotion being made: \_\_\_\_\_

Sponsorship level (requires separate contract): \_\_\_\_\_

Will you donate one or more door prizes for our Sponsor/Competitor party or prizes for our Groom and Volunteer of the Day drawings? \_\_\_\_\_ If yes, indicate number and description of prizes to be donated: \_\_\_\_\_

**INDOOR SPACE:**

Each has electrical hookup. Please see enclosed map indicating location of spaces. Spaces are priced according to location:

West Side of Arena:		East Side of Arena:	
8' x 11.5'	\$125.00		\$40.00
8' x 19'	\$160.00		\$60.00
8' x 23'	\$200.00		\$80.00
8' x 7' (card table)	\$50.00		\$25.00

**Tables (app. 3' x 8' ) available for \$5.00 each per day.**

**OUTDOOR SPACE:** For traveling vans or trailer displays  
 40' x 40' \$200.00 Electrical hook up available in paved area.

We will be happy to try to arrange a size to suit the needs of your display. Adjacent spaces may be rented. Let us know what you will need and we will work with you towards your satisfaction.

**IMPORTANT:** If you are traveling from out of state, it is necessary for you to obtain a North Carolina Tax ID number from the North Carolina Department of Revenue. It is possible to reactivate a number from a previous year if you obtained one. The number to call for more information is 919-733-3661.

**Please complete and return by April 15<sup>th</sup> to: Janine W. Malone, Rosinburg Farm, P.O. Box 976, Zebulon, NC 27597, with a check made payable to NCDCTA. Spaces cannot be held without check.**

Refunds will be made if your space can be filled, less a \$20.00 office fee, until **May 15<sup>th</sup>**. **No refunds will be made after May 15<sup>th</sup>**. Please remind us of your "regular" space if you have been with us before. You will receive a note of confirmation and location of your space on the map, along with vendor and parking passes, after contract and payment is received.

Thank you very much – I look forward to hearing from you and working with you on the show.

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**Please Note:**

- Reservations received after May 10<sup>th</sup> cannot be guaranteed a listing in the Official Show Program.
- Reservations will NOT be held without contract and fees.

**IMPORTANT REMINDER**

**This agreement, accompanied by a check, MUST be returned by April 15, 2008, or your preferred space will become available for rent to other vendors!**